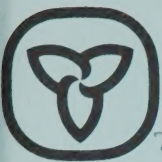


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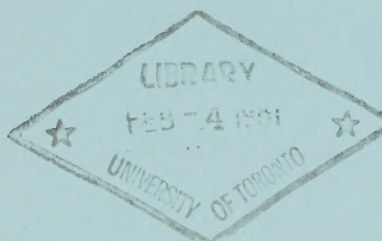
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Recataloguing of older material

A considerable number of older government documents from the Library of Congress classification section are being integrated into the Government Documents section. (The original problem resulted from the amalgamation of the occupational health collection into this library and is being corrected).

Government periodicals

To ease the overcrowding in the Government Documents section, journals published by government departments have been moved to the regular journals shelves and integrated alphabetically by title.

There are two exceptions to this - the I.L.O. (International Labour Organization) journals remain with the I.L.O. collection for the present and the Ontario Ministry of Labour periodicals remain with the archival Ministry collection.

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RECENT ADDITIONS TO THE LIBRARY AND A SELECTION OF
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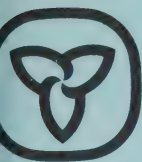
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Labour Relations, Employment and Human Rights



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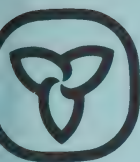
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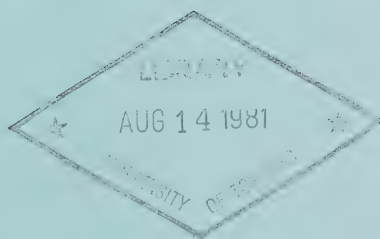


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Library News

Recent Staff Changes

Olivia Hamilton has been our Interlibrary Loan Technician for a few months. She came to us from Edinburgh. She also helps with circulation and reception.

Lorraine Hoover is our new Circulation Technician on our reception desk. Lorraine worked here last summer and has recently completed the Library Techniques Program at Seneca.

Kathleen Wilson is working with the Library Bulletin staff in the Reference section and filling requests from the Bulletins. She will also be the back-up for circulation and interlibrary loan. She came from the University of Toronto Physics Library.

Ian Kellogg has replaced Stephen Roy as one of our Word Processor operators.

Our Library Bulletins are produced by word processors, a great improvement over the previous cumbersome method.

Wray Roulston is replacing Dolly Lyn as Industrial Relations Reference Librarian while Dolly looks after her brand new son, born the day after she went on leave. Our Clinic Nurse doesn't know how close she came to dusting off her mid-wife skills!

Navee Blair and Mary Kandiuk, two of our summer library school students, are helping out on our reference desk and many of you have already made good use of their services. Other summer students are working behind the scenes in both Reference and Technical Services.

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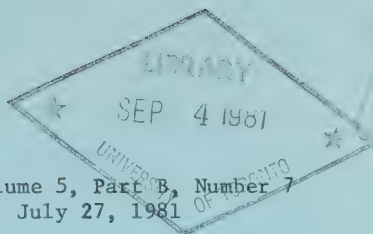
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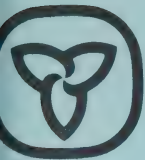
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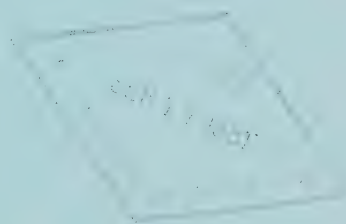


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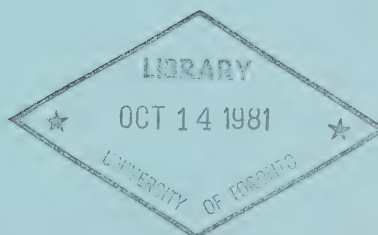


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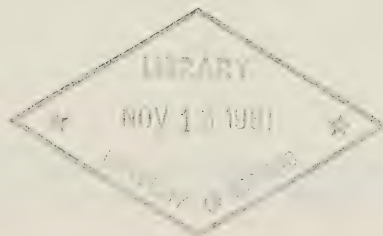


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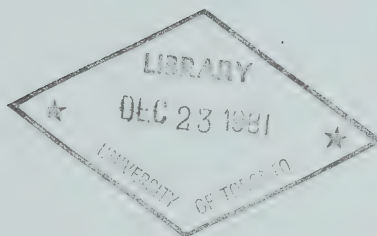
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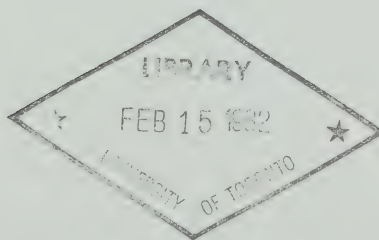
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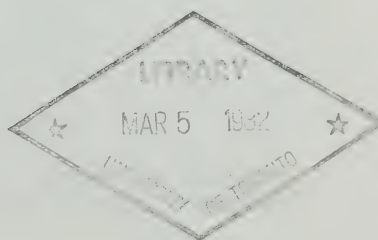
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Ontario
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Library News

Interlibrary Loan Service

Our new interlibrary loans technician, Daniel Blacklock, joins us on March 1st. Interlibrary loan service resumes from that date. We have made some changes in our ILL policies and procedures. These changes are outlined below. If you have any questions regarding our ILL service, please call John Ford at 965-1641.

(1) Internal users - may not request more than 5 items per person per week.

- for special projects, arrangements must be made with librarian in charge of ILL (John Ford).
- all Ministry ILL's must be submitted on proper ILL request forms.

(2) External borrowers :

- ILL service will be provided to other Government libraries with no charge.
- there will be an outgoing limit of 5 ILL's per month per non-Government library.
- for special projects, arrangements must be made with librarian in charge of ILL (John Ford).
- charge for ILL photocopying to non-government libraries will be pre-paid, flat rate of \$5.00 per item to maximum of 20 pages/
- cheques/money orders payable to "Treasurer of Ontario".
- no charge for borrowing monographs.

New Security System

"The Case of the Missing Books - Solved!"

Because many of the books which are reported "missing" each year are those which are most in demand, a number of our users have requested that library security be improved. "Missing" books are a constant source of frustration both to you and to the library staff. Moreover, with the cost of books soaring, more of our budget is being spent replacing lost items. This money should be going for new acquisitions so that we can provide you with the best available new materials.

For these reasons, we have installed an electronic detection system. The system is based upon a process which "sensitizes" all library material and is designed to prevent anyone from leaving the library without having their materials checked out. In other words, if a borrower fails to check out a book at the circulation desk, or, if library materials get mixed up inadvertently with personal belongings (papers or briefcases), the detection system will be activated. The borrower must then return to the circulation desk and have library material properly charged out.

There will be no significant change in the checking out procedures and we expect no inconvenience to borrowers. Rather, it will no longer be necessary to have briefcases and other materials screened at the exit, thus providing more efficient and speedier service.

We hope this system will insure fair access to all our materials for all borrowers by eliminating "unauthorized borrowing". By so doing, we will all benefit - the case of the "missing book" will be solved.

Online Cataloguing

The Library is moving towards further automation by participating in University of Toronto Library Automation System (UTLAS). This will allow us online access to the catalogs of several Canadian libraries - Universities, government, business, and public. During the transition period, there will be some delays as well as difficulty in retrieving information from the main card catalog as to the status of new books. In these instances, please consult with the reference librarian.

We hope that the new system when fully operational will be an improvement over the present manual system.

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This Topics updates an earlier
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Library News

You may notice that our bulletin looks slightly different this month. The reason! This is the first "Blue" library bulletin to be produced from our new online database. Since June, we have been inputting our periodical indexing into our new automated system. From this database we shall be producing our monthly library bulletins. And, as the file grows in size, we will be doing literature searches for the staff of the Ministry. We feel this is a positive step which will help us to meet the information needs of our users. (More information about the database in future issues of the bulletin. Stay tuned!)

Your comments and /or suggestions about the "new" bulletin are welcome. We want to make our bulletins as useful as possible and, if there are shortcomings, we would like to know about them. All of us in the library are proud of this new accomplishment in the use of automated systems and we hope you will find it to your benefit also.

Ministry Library Microform Conversion Project

As was announced in an earlier bulletin, the Library is in the process of converting much of its holdings - periodicals, other serials and newspaper clippings - to microforms.

The microform replacements are filed in cabinets as they are received and catalogued. During this difficult period of changes, some library material will not be readily accessible.

Interlibrary loans will also be affected during this period. It is therefore advisable to phone or check with the Reference Desk (Tel : 965-1641) on the status of specific documents or services.

Staff Change

Marian Dworaczek, Head of Technical Services has resigned. He has accepted a position with the Ministry of Treasury and Economics.

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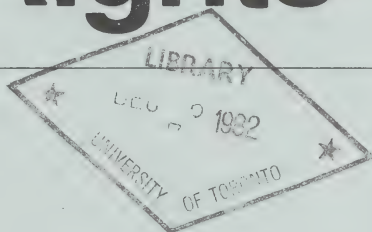
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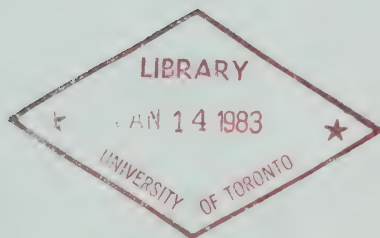
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NEW BOOKS

We are happy to announce the resumption of our "new books" section in the library bulletin. We apologise again for any inconvenience resulting from its temporary suspension during the transition period while we automated our catalog.

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